### WILLIAMS & STROHM, LLC

**ATTORNEYS AT LAW** 



# **BoardPass**

# Providing instant online access to all of your legal activity.

Association BoardPass is our free, online tool that provides all of our clients with instant access to their legal activity, including real-time status reports and valuable client-only information, in one centralized location.

Whether legal activities occur regularly or infrequently, we believe every client deserves to know where their legal proceedings stand at all times. A password-protected account gives every client instantaneous access to the status of their complete case history the moment they need it – and it's easily accessible from a computer, laptop or any web-enabled mobile device.

#### Access your Association BoardPass account in three simple steps:

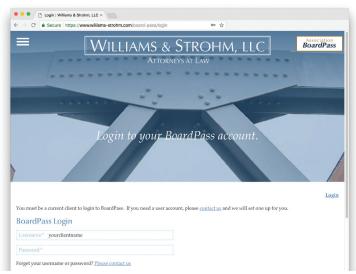
I. Visit www.williams-strohm.com and click on the Association BoardPass logo.

It appears in our main navigation, in the top right of our home page, and in the footer of every page.

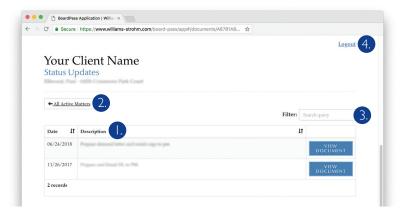


(Consider bookmarking this page as a "favorite" in your web browser for future access).

**2. Enter your login name and password** and then click the "login" button. Please note that your login and password are <u>case sensitive</u>.

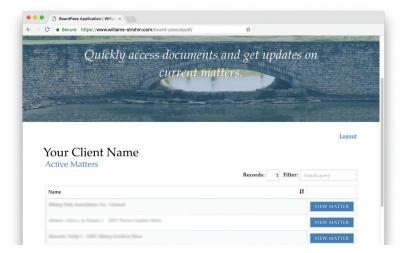


- **3. Full access is granted** to Association BoardPass and all activity is revealed on your "Active "Matters page. Here's what you'll find:
  - 1. Every legal matter listed by name and recent activity
  - 2. A detailed history of all activities by clicking on the Matter Reference name or status update
  - 3. Ability to look for specific information using our search function
  - 4. Simple, one-click logout located at the bottom of the Active Matters page.



#### Your recent activity is already online.

Every client we serve has their prior activity with us already loaded to Association BoardPass dating back to January 1, 2011. Any information prior to that date is not included on this site. If you need information prior to 2011, you can send a request directly from the "status updates" page by clicking the message button or by calling our office.



#### Get started. Stay informed.

Whether you're a new or existing client, be sure to obtain your login credentials so you can begin accessing your legal activity and receive valuable insight and information that we make available only to clients through Association BoardPass.

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Preserving communities through exceptional legal counsel and service Two Miranova Place, Suite 380 Columbus, Ohio 43215-7047 www.williams-strohm.com 1-888-228-9682 614-228-0207 **fax:** 614-228-6984